

# Evergreen Fire District Board of Trustees Meeting

## Meeting Minutes

Regular Board Meeting of December 3rd, 2018 – 5:30 pm

### **CALL MEETING TO ORDER:**

Verworn calls meeting to order at 5:33 pm.

### **TRUSTEES PRESENT:**

Jack Fallon      Randy DePaul  
Dave Adams      Brodie Verworn

### **RECOGNIZE PUBLIC IN ATTENDANCE:**

Fire Chief Craig Williams      Andrew Baker EFD  
Fire Marshal Ben Covington      Josh Cox EFD  
Irina Korchmar EFD      Colin Christopolous EFD  
Thomas Hodges EFD      Jared Pitcher EFD  
Tamara Williams, Evergreen Fire District Levy Committee member  
Evergreen School District #50 Chair

### **PUBLIC COMMENT:**

*At this time, public may comment on any public matter that is not on the Agenda of the Meeting and that is within the jurisdiction of the District.*

### **FINANCIALS:**

#### **Discuss and Approve October 2018 Financials**

Fallon asks if the financials were approved for September at the meeting in November. (Yes, they had been accepted and approved). Fallon asks what the significant difference was between calls and approved collections. He states that none of it had been fire money. Chief Williams states Pintler is doing well in collections but states he does not readily have a reason for the significant difference. Fallon states it's about 3 months worth of expenditures noting that the Board has never defined what the balance should be. He states that the new ambulance will be purchased 100% from CIP and suggests that "the next time around" it should come from 9428. Chief Williams is in agreement with Fallon.

*DePaul makes a motion to accept and approve October financials; seconded by Adams; motion passes.*

### **PROPOSALS:**

*(none)*

### **PAST ITEMS/UPDATES:**

#### 1. Levy Discussion

Fallon states that one topic to come out of the meetings is a recommendation to sell the North station; Station 82 because it didn't appear to be a necessary asset for the District except as a 'glorified storage bin'. Fallon states it does not affect the ISO rating and could be \$200,000 to \$250,000 that could go towards CIP fund. It could be at least a 1 year contribution. Verworn asks if the station is costing the District and Chief Williams states it costs in utilities (heating) only and is otherwise paid for. Verworn asks if Chief Williams sees it ever being a needed asset due to growth in the Flathead Valley. Chief Williams states it's hard to know when there will be

growth to the North of the District. Chief Williams agrees that there is no benefit at this time to having Station 82 but could be a concern when that growth happens and a staffed station is needed. Fallon states that part of the discussion was the fact that Columbia Falls has a station North of the airport and Whitefish has a training station on Hodgson and Whitefish Stage Rd and suggests county wide coordination with Columbia Falls and Whitefish for coverage of Station 82 area. Chief Williams states they are both still volunteer entities and doesn't foresee that changing any time in the near future. When asked what would be done with apparatus currently being stored at Station 82 Chief Williams responds that EFD would look at adding to the 'ambulance barn' in back of Station 81 and that the (seasonal) engine in Station 82 could be accommodated in the bay at minimal cost. Covington states that leasing the property out may be an option too which Adams agrees with. He mentions the airport, Semi Tool, or Applied Technologies as possible leasees and keeping the property asset. Verworn states that a topic of discussion will be how much the District would have to invest to make it a workable property as a revenue generator for the District. Adams states it is a giant open floor plan (40x60) with 3 roll up doors, a bathroom and an office; it is a detail shop or small mechanic shop on a 1.5 or 2 acre lot waiting to happen. Fallon states there had been talk of leasing it out 5 years ago with estimated worth of approximately \$200,000.00 (\$250,000 today) and that when leasing something out the target is 10% of the value so \$2,000 to \$2,500 per month would be the cost for leasing it. He states 5 years ago the District could only get \$1,000 per month for it and expresses doubt that has changed much. He states the economy may be doing better doesn't mean people will want to rent something out. The valuation based on what the District would get would be less than what it could sell for. Fallon states "We can always go back to the voter later on to purchase property to build; or there may be changes in laws that might require certain developer contributions even though that does not exist under the laws for us right now...to me, there's just as many positive unknowns as there are negative unknowns. Nobody ever likes to part with something but sometimes it's better to because that can get us half a fire truck and to me, that's pretty important." Verworn asks Chief Williams what his preferential spot in the District would be for a second station. Chief Williams states that somewhere north would be the only logical place due to EFD being pretty centrally located. Fallon states the other 2 Districts are close and Adams argues that they may be close but the stations are not manned 24/7. Fallon states that is the case currently but is also an unknown for the future in that they could become staffed. DePaul suggests contacting real estate agents to see what the building will support. He states that renting a shop for certain things, size-wise, would cost more than \$2,500.00. He states he personally knows of shops smaller than Station 82 renting for \$3,500 to \$3,600 per month. Covington states the District has used ReMax in the past for leasing evaluation. Fallon states that also discussed contributions to retirement plans (3%, 5% or 7%) and contributions to health insurance (\$250, \$500, \$1,000) and what the beginning wage ranges should be (\$14 per hour for advanced EMT; up to \$18 Paramedic (including add on of being an officer). He states that is the range available to work with and that a matrix was put together. Fallon states the figure that was thrown out for discussion was \$650,000.00 with some committee members thinking it was too high. The benefit range was identified and the target was (for the most part) following the legislation that exists for a simple IRA which is a max of 3% employer match as long as an employee is contributing. If an employee does not contribute then the employer has no obligation to contribute. If the District goes with a 5% or 7% then 1 of 2 courses have to be followed; either go to a sole provider for it or use a TPA with the expense of setting up (\$1,500) and annual maintenance (\$1,500) of the plan. Fallon states if the District goes with a sole provider then there are none of those costs but still subject to what that sole provider has for options. He states "in the fiduciary realm that exists right now; when you do a sole provider route, there's been litigation that exists that when the sole provider doesn't have performance figures that are consistent with industry averages the employer become liable." Fallon states that if the District takes the simpler IRA route (a non-financial fiduciary) an employee has the option to set up a simple IRA anywhere which alleviates

any employer liabilities and no employer costs for maintaining other than the contribution to the plan. Fallon states discussions on health insurance and that the \$650,000 figure falls into the \$500 to \$750 range even though the \$500 is the more targeted figure for each employee (not family). He states the range that would exist (because it wasn't absolute) is something that can be developed in order to also accommodate wages because the \$14 to \$18 range was not absolute either. This targeted range comes out to be approximately \$52.42 per \$100,000 of home assessed valuation. Fallon recognizes that businesses pay 40% more than that. Committee Member Tamara states there had been discussion about the perpetual levy and having it continue on. Committee members took an exit poll amongst themselves and she states that half of the members were in favor of the perpetual levy and the other half in favor of a sunset levy and both sides gave valid reasons. She states that members felt that a sunset levy gave taxpayer some kind of an end and provides an opportunity to re-evaluate and readjust 5 or 10 years down the road in terms of growth to the Valley. She states that one of the Committee Members used the the 6 mill levy that universities use and agrees that it is a great model that is voted on every 10 years and has never been denied. She reiterates it is how the universities fund themselves year after year and that it sunsets every 10 years and gives the tax payers an opportunity to "take a breath and reassess the situation and come back". Fallon states that 6 mill levies stay at 6 mills but the dollar amount that is collected each year has increased because of property valuations increasing. Fallon states there was discussion to have the contribution amount for the CIP tied to a specific amount of the 38.83 mills in order to protect it. The taxpayers will know that amount is going into CIP. DePaul states he had been frustrated and confused during the final Levy Committee meeting because after all the work done there still was not a specific amount set for the levy. He tells Fallon that there were committee members who were silent while 2 other members pushed for the Board to establish an amount and he felt that Fallon ignored them and pushed the members for an amount. He states that he felt the Committee Members were not sure what the amount should be and were looking for more direction based on the needs of the Department in order to keep a high quality department. He states that amount had been established for the initial levy but the tax payers said they couldn't afford it. DePaul states he feels that the Board along with Fire Chief Williams and personnel should be the ones establishing the alternate number and then presenting it to the Levy Committee members to see if it is affordable and if they can live with the reductions in services. He acknowledges all of the work that has gone into both levies and is disappointed that Committee members "just pick a number" to go with and not even certain it is high or low enough to support the departments needs. He states the department has been frugal for many years and has still been able to maintain a high level of service. He is concerned that the department and in turn the community will suffer if the Board does not establish the amount based on what the actual needs are. DePaul states there were only 2 members who accept the \$650,000 amount while Tamara and others remained quiet. He states that he would like to see the Committee members to establish an amount and present it to Chief Williams to see if it "is doable". Tamara states she would be willing to meet again and adds that the 6 levy meetings provided "great meetings of historical documentation" to get them to the last meeting. She states that the Committee didn't "just pick" a number and referred to a document that Fallon handed out at the initial meeting. The document was used to plug numbers into based on industry standards and what is affordable and palatable to the taxpayers in the Evergreen District. Fallon states the group is saying \$650,000 is the amount because no one is saying any more or any less and that was the number thrown out based on all the numbers that had been plugged in on the work sheets Fallon had distributed and was not disputed. DePaul questions having a sunseting levy of 10 years and asks 'why not 5 years? And most in attendance agree that 5 years is not long enough because it's too soon for taxpayers to be asked for money. Chief Williams adds that a 5 year sunseting levy is difficult because the Board as well as himself has to start preparing for it around the 3 year mark and seems too soon for the taxpayers. Verworn asks if a 10 year levy offers more in terms of borrowing. Chief Williams states it's better than a 5 year levy but not as



good as something that never sets. Fallon states when it comes to collateral, lenders would rather see something that is commitment vs discretion and would be why it would be beneficial to have a fixed amount going to CIP and that it has to occur that way; it isn't discretionary. He states that if the District prefunded the CIP fund with the sale of station 82 the need to go to a lender would be less likely when looking at cash-flow vs commitments over time. DePaul states he supports a certain amount of mills designated to the CIP fund. DePaul reiterates his prior concerns and states there are several personnel who have been with the department for many years who know what it takes to run it. He feels they should be able to approve the selected amount based on being able to continue the current high level of service. Verworn states that a topic of conversation had been the palatability of going back to the taxpayers in 10 years with the need of 2 more personnel in addition to current personnel due to call volume. He poses the question "For 10 years we're asking for this amount of mills to currently support what we want or is it tougher to turn around and ask for all of that plus enough for 2 more or are we permanent with what we have here and then we've got to go to the taxpayers and ask for 2 and re-up for 8 more staff?" Committee member Tamara states "It's all in how you market and sell that. I don't think that's difficult to go back and say 'We've increased exponentially and here's why.'" She states that was part of the discussion and that as a group they felt the last vote the Board was not a united front and the marketing for the initial levy was not done appropriately. She answers Verworn's question by stating it is not difficult to re evaluate in a 10 year growth scenario. She states further "Evergreen will grow, yes, but we do have a finite group of people within here. I serve on the Evergreen School Board and we stay pretty darn stable and then we saw some huge decreases in the last couple of years. Our demographic is a lot of older people and that's pretty constant. We don't get a lot of new families moving in with new tax base..." Fallon states the growth that will occur will have different characteristics. The growth where hydrants are will be denser so the travel time and the fire protection will be different here than it will be north of Reserve or north of Rose Crossing because the ability to sewer those areas will be limited to what the City of Kalispell will approve. The density will not get much denser than what you see north of Rose Crossing." Tamara states that it's not so much about the growth but rather the call volume and she was surprised by the District's call volume. She called it 'eye-opening' information and states "If you focus on the call volume then it makes perfect sense." Both Tamara and Fallon point out that the 3 school districts in Evergreen will also be asking for money from the tax payers around May. He states that if the Board makes a decision first part of January that would give the Board until mid April to get the levy out to the community and any further out than mid- April would have us conflicting with all of the advertising going out for the school districts. If the levy fails the Board can regroup and decide what to do and about the 10<sup>th</sup> of July at the latest have the last mail ballot go out and still have it appear on the tax roll in the Fall. DePaul asks for input from personnel. Chief Williams states he is waiting to see what the overall outcome will be from the Committee. He asks if the committee was comprised to give the Board a dollar amount or is it going to be the District determining the dollar amount and submitting it to the Committee. He states there needs to be a hard look at the numbers and what the department can get by with the valuation. He acknowledges that the amount the Committee proposes is about half of what had been initially asked in the prior levy and will result in radically drastic cuts for the Department. The initial amount of 1.1 mills came from the Department and had been an operational decision based on what the District needs going forward. Chief Williams states personnel is the District's greatest asset and greatest investment and that with the high turnover recently the District has lost a lot of experience. He states that personnel deserve the opportunity to see the numbers and he will present them at the next business meeting coming up this Thursday. Verworn asks if Trustees can attend the meeting and Chief Williams encourages all Trustees to attend on Thursday the 18<sup>th</sup> at 6 pm. Chief Williams states that personnel had input on the first levy and should have the opportunity to add input for the second as well. He suggests there be special meetings for further discussion. Chief Williams states he's had about a year to

reflect on the failures of the last levy and sees a number of things that will help the District be successful this time around. He states he knows the 3% can't continue and although he is not a fan of sunseting levies, he realizes it is what the District will have to do. He states the District has run out of time and the levy has to pass. The District has to find a delicate balance and get as much as it can, operationally to keep the department going and ensure the success of the levy. He makes the point that Board unity is crucial to this levy passing. DePaul states he is aware of that but states he will not cave to get something that's not going to work. Verworn asks that if the levy passes if part of the ambulance revenues help to fund a 50 cent or \$1 an hour raise and Chief Williams states that it can but depends on what is developed internally. He states that the Board and personnel need to come to a dollar amount and agree on it. Chief Williams states that he is not opposed to the \$650,000 amount the committee has been focused on but will be vocal about a couple of things: number 1 is personnel which means adequate wages and benefits even if it means reducing CIP to cover the wages and benefits in order to stay with the \$650,000 amount. Fallon states there was group discussion on the revenue model in that they weren't comfortable with funding something that would lessen motivation for chasing the dollar. The group's greatest income risk was not the loss of local inter-facilities. The committee felt the District could afford to lose those underneath the \$650,000 model without jeopardizing jobs. Covington asks Fallon what is the bottom line amount he is willing to support so that the Board is in agreement and present a united front from this time. Fallon states that he is in support of the number the Committee came up with which is the \$650,000 range. Chief Williams states that the word 'range' is interpreted differently by different people but realizes they won't accept much more than that. He states that it may not come in right at \$650,000 and that is why he wants to know what 'range' means. He states that he needs to be able to explain to personnel and have them fully understand for example what \$500 for health insurance will get them. It sounds great but it could have a \$12,000.00 deductible and an insurance company may require that all personnel participate with no 'opt-out' clause. He states he needs to know that all personnel would agree that either the \$650,000 is raised or they have the opt-out option because some already have other jobs that provide insurance. DePaul states "The figures the committee is coming up with is what they're doing in their business and are comfortable with it. How do these benefits rate to the other departments around here? Are we still low or are we still in..." Jack asks "That's a Craig question probably but what departments are you looking at comparing? The only 4 you can really compare them to; Kalispell, Whitefish, Big Mountain and Big Fork and you have not gotten any specific data from those to compare." DePaul asks "Are we even in the ball park or is it going to be, more or less, people sitting down here going 'Jeeze, I'm getting 3%...' Chief Williams states "If we're not doing PERS or FERS, that takes out 3 of them. Pers and Fers are State and Federal retirements that most fire departments generally offer; that's local and that's also statewide and national." Adams adds "The airport too." Chief Williams continues "That being said, we are well below that if we're going into IRA's or things like that." "Big Fork has a variation that I still ...the Chief still cannot even tell me exactly what it is that they are doing. He can't even describe it to me very well. So, I'm uncertain...Big Fork does some sort of IRA but not sure what it is. The other ones are Pers and Fers. The vast majority are Pers and Fers. As far as healthcare, I'm unclear. Generally, departments are generally paid. I know Whitefish...it's a different demographic. I mean, Whitefish is 100% paid for everybody." Fallon states "That's the other part you have to take into account. If you're going to ask what other departments are; what about their demographics? Because Big Fork and Big Mountain and Whitefish have different demographics than Kalispell and Evergreen. They have higher taxable values per unit and the income levels for each of those owners is significantly higher than in Evergreen." DePaul states "But, I'm not asking for an exact amount. I'm asking are we competitive enough to keep people here or are they still going to say 'I got these two benefits but I'm still going to be better off going over here.'? Fallon states "But, to fund those benefits require taxable value and income demographics. So, if you're looking for comparisons to other entities, do you limit your

comparison to just what you're saying or do you look at the ability to fund that by the tax payers that are funding it?" Chief Williams states "Here's the difficulty, Randy, we're such an anomaly in ourselves; we have a crazy amount of call volume with a population that...we're an anomaly within itself. It has taken me ten years to find somebody, even statewide, that is very similar to us in our call volume, personnel and our demographic. Most of the other places statewide that are close in a similar demographic, they're running calls of two to three hundred. Because of just the nature of what we're doing and with all of the other stuff that we're doing; the inter-facilities...I mean, I have not been able to find another department where I could plug in all of that and get some sort of corresponding data. There's always a difference somewhere. It's baffling." Fallon states "You'd like to use Belgrade even as a comparison but you're comparing 22 square miles maybe to 422 square miles." Chief Williams states "That's been the difficulty in trying to data mine this and has been since day one because we really are in our own little unique demographic." "I mean, population wise demographic wise it's all fine. But, when you look at personnel, run volume, revenue; it's very hard to find any similarities, unfortunately." Adams states "I missed the answer. When were you going to get back to us with a number?" Chief Williams states "It's a work in progress. I'm going to discuss that amount of \$650,000 and I'm going to break it down a little bit. I need to make sure everybody understands what that is. Hopefully, I can knock this out in one meeting. It may not even be well attended, who knows, but that's going to be on them." "I would like to have another meeting between now and then. He continues "If anything, to continue this discussion only on the levy without a bunch of other stuff on the agenda." Verworn asks "How does December 20<sup>th</sup> work for everybody?" Chief Williams states it is the Department Christmas Party and won't work. Verworn asks about the 19<sup>th</sup> for a special Board meeting and all agree to meet at 5:30 pm. Adams asks if there has been any progress in finding another home for the engine at the North station. Chief Williams states he is speaking with the Veterans who do not currently have a spot for it but are working on building a lean-to for it. Chief Williams states he anticipates doing a press release and using it to assist in advertising during the levy.

## **NEW ITEMS/UPDATES:**

### **1. GEV Ambulance purchase**

Chief Williams states that an ambulance has been located for purchase in Pennsylvania. He was able to do VIN checks on it prior to the meeting. An information sheet with cost breakdown is provided. He states the purchase will be for the ambulance and the cot for \$7140.00. He states most numbers are solid except for shipping. He states that having the ambulance shipped to the department is best option as well as most expensive. He states that once he has a motion from the Board, he will be working out an agreement with a transportation broker who offer up bids from several freight transporters across the country who will actually bid on the shipping of the unit. Exact shipping costs will not be known until the actual bid process starts. Second best option is to fly 2 personnel down to pick it up. Sheet shows costs of both 1 and 2 personnel going. Rough total estimation is \$80,400.00. Chief Williams states that it would be cost effective to purchase a new radio unit vs. labor cost of having a radio tech remove an old radio from an old unit and reinstall. He states it is pretty much a wash and better to have the new unit. He states 9428 can take care of any unanticipated costs. He reiterates that the shipping cost won't be known for a couple of days but states it was being quoted at \$1.50 per mile but is usually bid at \$1.25 so there could be a savings if going with central dispatch option. It could be higher if dealing directly with a transport company. DePaul states he is an advocate for the shipping option and states he would rather have a new radio installed. Chief Williams states the \$7140.00 that came from 9428 does not have to be reimbursed by CIP and would prefer not to spend money from CIP on the ambulance so it can be saved for an engine purchase. DePaul agrees. Chief Williams states that



in order to keep CIP costs down the Board may want to approve a "50/50" purchase. Seventy-five thousand had been originally budgeted for the purchase and will not really have gone over budget if the \$7140.00 does not get reimbursed to 9428 from CIP. Verworn states he suggests doing it as originally planned. Covington asks if he is suggesting taking it all out of CIP and Verworn states the original bid was for \$75,000.00...the earnest money that came out of 9428 will be left as such which is still around the \$75,000.00 mark. Verworn states that 50/50 can be talked about when an engine is found. Covington states that he thinks that will leave less than \$400,000.00 in CIP. Chief Williams states he is waiting to see what the final check is going to be from the California wildland fire deployment which will go into CIP. DePaul asks when Chief Williams will know the amount from the CA fires and Chief Williams states in 2 to 3 weeks. DePaul asks if the Department made any money the North Fork fires and Chief Williams confirms the department did make money. Chief Williams states Evergreen had a tender out at North Fork for a couple of weeks. Covington states that all wildfire monies go into 7204 and then is discussed and transferred as the Board decides. He tells DePaul that CAL Fire is a 3 to 4 month process to receiving payments. Adams asks Fallon if he is going to make a motion and Fallon states he has questions on the financials first; particularly \$35,000.00 that is supposed to be used for an ambulance. He asks if that amount was moved out and into CIP or asks if it is still in the account. Covington and Chief Williams both state the money is still in the account. Fallon asks if the \$35,000 is the ambulance settlement and Chief Williams states it is the EMS allocation. Fallon states that because there's between two hundred and two hundred and ten thousand dollars balance in 9428 that it should be able to cover at least half of the ambulance cost. DePaul wants to know the benefit of doing it that way and Fallon states "Well, eventually 9428 should be paying for any capital improvement or expenditures which is what an ambulance is and most of the time that has not been the case. There have been a couple of smaller purchases that we took the risk on and paid for it out of CIP. But, in general, the CIP Fund which is funded more by tax payers money and fire money than by ambulance...there's nothing wrong with leaving extra money in there if we can fund it by something else because there's plenty of cash flow. When I look at 9428 for the last 4 months; October has \$84,000 income; \$81,000 then \$142,000 but if we take \$35,000 away from it, it's \$107,000 and the month before was \$58,000 and May was \$75,000 and \$90,057 before that with expenditures that have been between \$70,000 to \$75,000 range. So, our expenditures have been more stable than our income. Our income has been increasing more. Right now, we are in a position because our cash balance is so high because we have been accustomed to something a lot lower and surviving well; that having it fund half of it would be the more prudent decision, at least in my mind, in order to keep as much as possible in CIP for a truck we need to buy." DePaul states he understands. Chief Williams states he supports Fallon's idea but the question is should the District pay half up front right now or do a transfer from 9428 into CIP for \$125,000. Fallon states there should be 2 separate checks to cover the cost; one check from 9428 and the balance from CIP. Adams states if the monthly expenses out of 9428 are \$70,000 to \$75,000 it would be worth taking a look at how much the District wants to have banked up in the account and suggests that a 3 month number is good to use since it has been used every year for what is needed in cash reserve for the District. Fallon states those are two different calculations before 4.5 months is needed for 7204 but only because there is guaranteed revenue coming in November and May 31<sup>st</sup>. 9428 does not have guaranteed revenue. Adams states that is his point; there should be 3 months or 4.5 months of revenue as back up in 9428 as well. Fallon states those are valid concerns and concerns the District has had for the past 10 years. Adams states that is his point and the District should be leaving a safety cushion in 9428 as well. Chief Williams states unless the District sends someone to pick the ambulance up it will be done via wire transfer which can only be done out of 9428. A wire transfer cannot take place out of 7204 which is a county account. Fallon states that is correct and why he has always been a proponent of not putting all of the District's money in the County account even though the District is required to do so by law. Covington states the concern with

taking the money from 9428 is that CIP is not going to reimburse 9428. Fallon states whatever amount is decided to come from 7250 will need a motion to be taken out and transferred to 9428. Fallon states there will be 3 motions; purchase of the new ambulance not to exceed \$80,400.00; next motion will be how much will come from 7250 and deposited into 9428 with the third motion would be authorizing the wire transfer in the amount necessary and the expenditure of additional funds for the improvements to the ambulance not to exceed \$80,400.00. Verworn wants to up the \$80,400.00 but DePaul states there is already \$5,000.00 to work with.

*Fallon makes a motion to approve the purchase of a used ambulance not to exceed \$80,400.00; seconded by Adams; passes unanimously.*

*Fallon makes a motion to transfer \$40,200.00 from 7250 to 9428 to cover half the purchase of the used ambulance; seconded by DePaul; passes unanimously.*

*Fallon makes a motion to authorize expenditures out of 9428 for the used ambulance not to exceed \$80,400.00 which includes authorization to conduct wire transfers as necessary; seconded by Adams; passes unanimously.*

**2. 822 Surplus**

Chief Williams states he would like 822 declared surplus.

*Adams makes a motion to take the ambulance known as 822 and declare as surplus; seconded by Fallon; motion passes.*

**3. Approval of Christmas gift certificates**

Chief Williams states there are 49 personnel and trustees to receive \$30.00 gift certificates from Super 1 for a total cost of \$1,396.50. Fallon asks what account it is paid from and is told 4212 (the Department account). DePaul asks why the Board members are included and Chief Williams states because they are part of the team.

*Fallon makes a motion to approve the expenditure of approximately \$1,300.00 to cover the Christmas gift certificates from Super 1 and to be paid for from 4212; seconded by DePaul; motion passes with Adams abstaining from the vote.*

**4. Trustee Email Discussion**

Chief Williams states he found out there was a 50 person limit on providing an 'evergreenfirerescue.net' email after having all Board members receive one and now cannot provide all personnel with a District owned email. He asks Board members to find another email that can be used to conduct Evergreen business on that is not a personal email. It does not have to be an Evergreen email. Covington states it is \$250.00 per month just for the 50 personnel. If that is exceeded it costs an additional \$250.00. Verworn asks if the department grows and it has to be exceeded anyways will we have to find a different server? Chief Williams states it is a good question. Fallon states that educational institutions do not have to pay that and asked Covington if he has looked into it. Covington states he has not but will. Chief Williams asks that each Board member email him with the address they intend to use to conduct Evergreen business but until then he will use the personal emails that Board members had initially provided to the Department. (Discussion is tabled so that Covington can research it further.)

**RESOLUTIONS:**

(none)

**CHIEF'S REPORT:**

**1. October 2018 Call Volume**

Chief Williams draws the Board's attention to the Year Comparison Jan – Oct 2017/2018 document which is this year to date vs the previous year. 2017 1,634 EMS calls vs 2018 2,153



EMS calls. Chief Williams shows another document that shows Inter-facilities at 677 in 2017 vs 891 in 2018. He states the Department is extremely busy with inter-facilities currently with a lot of them being long distance transports and good revenue generators. He reiterates what Fallon stated previously regarding the committee acknowledging that the local transports are not a revenue risk and could be lost. DePaul wants clarification on what is considered 'long distance' and Chief Williams states it is anything over 50 miles. Fallon asks if Chief Williams is going to talk about North Valley at this time and Chief Williams states he does not have any updates yet. They are currently in a state of 'flux' but he is still in discussion with them. He states the District has picked up for North Valley what Whitefish has not been able to cover which Whitefish begrudgingly gives up. He states he has not gotten any data from North Valley for 6 months. They didn't keep track because they weren't paying. He states that a lot the revenue and costs associated in the revenue does not go back to the Whitefish Fire Department but rather ends up in the general fund. North Valley does not have an inter-facility contract with WFD so North Valley was not accounting for any of the data that he normally would be used to seeing from KRMC. For example, NVH can't tell him how many times they have had to transport someone from ER to the living centers in the past. He states there is some great opportunity but with it comes great hesitation because of not knowing what the District would be getting into other than discussions with Whitefish Fire Department. He states he is going to try to pin some numbers down when he meets with Chief Paige after the first of the year. Verworn asks if data can be pulled from Flathead dispatch center. Chief Williams states they can go with the general call volume and that's all. He states he is looking at the possibility of having a secondary contract that is stand alone and have no bearing on KRMC even though KRMC now owns North Valley Hospital. That way if the contract with NVH fails it will not jeopardize the KRMC contract. DePaul asks who the Chief is working with in Whitefish and Chief Williams states Amy Vanderpol is his primary contact. Fallon asks if the Chief is comfortable with the revenue that comes from NVH transports vs KRMC and Chief Williams states the rates are the same even though it is a secondary contract. The major concern is the volume and having no data on call volume except from dispatch but the data doesn't track from point A to point B. Chief Williams states he has looked at that data and the problem is that they are all coded as 911 because NVH is calling 911 to get WFD to transport. Fallon asks about a report that shows EFD going to Kalispell twice as often as elsewhere and if it has created issues with manning the station or if it covered by the 2 additional personnel during the day. Chief Williams answers that the 4 has been better but that it depends on the call. He states that automatic mutual aid is that EFD provides them with 1 engine. He states that West Valley is not 'playing at all' with the City of Kalispell and City of Kalispell has West Valley as their first due as their ambulance. West Valley has chosen not to participate and it creates a delay and then rolls to Smith Valley who doesn't have the staffing to provide and engine and an ambulance. He states that it seems that EFD has provided an ambulance standby as well as an engine for the last half dozen fire calls which generally does 'clear the house'. The defense of that is they also 'clear their house' when Evergreen has a structure fire as well. It's reciprocal. Fallon asks what the frequency is and Chief Williams states maybe 4 times a month on average. The doubling on EMS calls is usually one unit and usually always one unit back with 4 personnel on EMS. Structure fire; usually all personnel are out there. Fallon states that is not new and Chief Williams confirms that statement. Internal policy is that if 2 calls are going and one is BLS yellow (non emergent) EFD does not respond; only emergent (choking, major mva). He states turn-around time for EFD in the City is fairly quick. Chief Williams states that more times than not there is an ambulance in the station with the understanding those are the days when there are 4 personnel on shift. Chief Williams states that even though 4 personnel per day are budgeted for there are 4 personnel maybe 50 percent of the time.

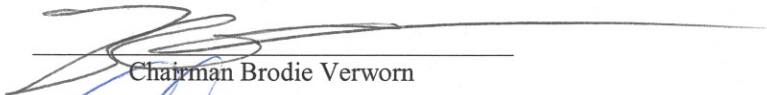
## **2. Luminaries**

Chief Williams states it is the Department's 6<sup>th</sup> year with the luminary display. It's conducted on

Christmas Eve and starts at 2pm. He states there have been difficulties with having enough personnel to set up the luminaries and he may have to look at having a local Evergreen Cub Scout troop help with it. He anticipates a cost of \$300.00 for batteries. Each memorial bag sells for \$5.00. He states revenue has been made from them in the past but generally it is a wash. DePaul asks why he doesn't bring in a Cub Scout troop and Chief Williams states it can become a management and liability issue as a sponsored event.

**Adjourned at 8:01 pm.**

*The President of the Board of Trustees, as presiding officer of any meeting of the Board of Trustees, may close the meeting during the time the discussion relates to a matter of individual privacy; and, then, if, and only if, the presiding officer determines that the demands of individual privacy clearly exceed the merits of public disclosure. The right of individual privacy may be waived by the individual about whom the discussion pertains; and, in that event, the meeting must be open.*



Chairman Brodie Verworn



Secretary Dave Adams